



**NOTICE INVITING E-TENDER**  
**(Tender ID: 2022\_AAI\_115210 \_1)**

1. Item rate e-tenders are invited through the e-tendering CPP portal by **Asstt. General Manager (E-E), Airports Authority of India, RVST CAT Gwalior Airport - 474020** on behalf of Chairman, AAI from the eligible contractors for the work of **“Comprehensive Maintenance & Operation of VRF Air-Conditioning system at RVST , CAT, Gwalior(M.P)(2022-24)”** at an estimated cost of **Rs. 21,68,112.00 (excluding GST)** with period of completion **19 (Nineteen) Months.**

The tendering process is online at CPP-portal URL address **<https://etenders.gov.in/eprocure/app>** or **[www.aai.aero](http://www.aai.aero)**. Prospective tenderers may download and go through the tender document.

Prospective tenderers are advised to get themselves register at CPP-portal, obtain 'Login ID' & 'Password' and go through the instructions available in the Home Page after log in to the CPP-portal **<https://etenders.gov.in/eprocure/app>** or **[www.aai.aero](http://www.aai.aero)**. They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days time. The tenderer may also take guidance from AAI Help Desk Support through path **[aai.aero/tender/e-tender/help](http://aai.aero/tender/e-tender/help)** desk support.

- (i) For any technical related queries please call the Helpdesk. The 24x7 Help Desk details are as below:-

Tel: 0120-4200462, 0120-4001002, Mobile: 91 8826246593,

Email: **[support-eproc@nic.in](mailto:support-eproc@nic.in)**.

Tenderers are requested to kindly mention the URL of the Portal and Tender ID in the subject while emailing any issue along with the contact details.

For any further technical assistance with regard to functioning of CPP portal the bidder may contact to the following AAI help desk numbers on all working days only between

- (ii) 08:00 hrs to 20:00 hrs (Mon-Sat)-  
011-24632950, Ext-3512(Six Lines), E-Mail: - **[eprochelp@aai.aero](mailto:eprochelp@aai.aero)**
- (iii) 09:30 hrs to 18:00 hrs (Mon-Fri)-  
011-24632950 Ext-3523, E-Mail:- **[etendersupport@aai.aero](mailto:etendersupport@aai.aero)**, **[sanjeevkumar@aai.aero](mailto:sanjeevkumar@aai.aero)**  
and **[snita@aai.aero](mailto:snita@aai.aero)**.

- (iv) 09:30 hrs to 18:00 hrs (Mon-Fri)-  
011-24657900, E-Mail: - [gmitchg@aai.aero](mailto:gmitchg@aai.aero)

Tender processing fee of **Rs 1180.00 (i/c GST) Non-refundable** will be required to be paid online through payment gateway on CPP portal, through Net Banking (SBI & other banks) & NEFT/RTGS payment gateway integrated/mapped with CPP Portal before the date and time as specified in Critical Data Sheet.

Procedure to be followed for Online Collection of Tender Fee from Bidders is at **Page X 1 to 27**. If requisite amount of Tender Fee is not received, then their tender will be liable to be rejected. AAI is not responsible for any delay due to link failure / internet problem etc. in respect to online payment of any Tender Fee amount.

2. Following 2 envelopes shall be submitted through online at CPP-portal by the Tenderer as per the following schedule:-

<b><u>CRITICAL DATA SHEET</u></b>	
Publishing Date	Date 11.05.2022
Bid Document Download / Sale Start Date	Date 12.05.2022 from 0930 hrs.
Clarification Start Date	Date 12.05.2022 from 0930 hrs.
Clarification End Date	Date 17.05.2022 up to 1200 hrs.
Bid Submission Start Date	Date 12.05.2022 from 0930 hrs.
Bid Submission End Date	Date 02.06.2022 from 1600 hrs.
Bid Opening Date (Envelope-I)	Date 03.06.2022 from 1600 hrs.
Bid Opening Date (Envelope-II) (Tentative)	Date 14.06.2022 from 1100 hrs.
Tender Processing Fee- Online	<b>Rs 1180.00 (i/c GST) (Non-refundable)</b> online payment through state Bank of India gateway provided at the CPP portal
Earnest Money Deposit (EMD)	<b>Rs 43,362.00</b> (Earnest Money Deposit paid through online payment gateway on CPP Portal).

**Envelope-I (Tender processing fee, EMD, Technical Bid and Pre-qualification):** Bid Containing following:

**(A) Tender processing fee & EMD :**

Scanned copy of Tender Processing Fee & Earnest Money Deposit (**EMD**) paid through payment gateway on CPP portal, through Net Banking (SBI & other banks) & NEFT/RTGS payment gateway integrated/ mapped with CPP Portal.

**(B) Technical Bid** containing the following :

- (i) Scanned copy of Unconditional Acceptance of AAI's Tender Conditions. (Performa given as per Annexure-I/Page-PR-1-2).
  - (ii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number
  - (iii) Scanned copy of 'Undertaking' regarding Blacklisting/Debarment (Performa given as per Annexure-II/page-PR-3) on Company's letterhead.
  - (iv) Tenderer should deploy sufficient plant and machinery as per the requirement of work in consultation with Engineer-in-Charge (E-I-C) to achieve the milestones / targets and overall completion within the time period. Tenderer shall submit scanned copy of 'Undertaking' on company's Letter Head for the same. (Undertaking as per Annexure – IV at page PR-5 of tender document).
  - (v) **Companies other than propriety firm** shall submit, scanned copy of Authorization Letter/Power of Attorney along with copy of Certificate of Incorporation of the Company under Companies Act showing CIN/LLPIN/Name of Directors of the Company & Copy of Board Resolution regarding Authority to assign Power of Attorney.  
**Proprietary firm** shall submit scanned copy of Authorization Letter/Power of Attorney only if the tender is processed by a person other than proprietor.
  - (vi) Firm shall submit EPF and ESI registration proof. In case, firm do not possess the same & becomes L-1 then firm is required to get themselves registered with EPF & ESI authorities and submit it within 30 days after the award of work. An undertaking for the same need to be submitted on company letter head.
  - (vii) PQ Performa duly filled (Performa given as per Annexure-A/Page-Check List -1-3).
  - (viii) Scanned copy of 'Undertaking' regarding GST (Undertaking as per Annexure – V at page PR-6 of tender document).
  - (ix) Undertaking' regarding Compliance of Minimum Wages on Non-Judicial Stamp paper value of Rs.100/- (Undertaking as per Annexure – VI at page PR-7 of tender document).
- (C) Qualifying requirements of contractor / tenderers** containing the following:
- (i) Should have satisfactorily completed (# Phase/Part completion of the scope of work in a contract shall not be considered, however pre-determined phasing of the work

will be accepted) three works, each of **Rs. 5,47,734.00** or two works, each of **Rs. 6,84,667.00** or one work of **Rs. 10,95,467.00** in single contract of similar nature of **“CMC of VRV / VRF Type Air-conditioning System ”** during last seven years ending on last date (extended date) of submission of bids in India.

**Note:** The experience certificate of works completed pre GST era, completion amount will be divided by 1.12 (to exclude pre GST tax of VAT 12%) to make it at par with experience certificates of post GST era but excluding GST.

“The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of submission of bid.

For the completed work/contract having completion period of more than one year, completed cost one year AMC contract calculated on pro rata basis shall only be considered for assessment of eligibility.

For experience certificate of works completed in post GST era, completion cost of work shall be considered excluding GST. If it is not specified in the certificate whether the completion cost is inclusive / exclusive of GST, an undertaking in this regard shall be submitted by the bidder on their letterhead clearly mentioning that the completion cost is inclusive / exclusive of GST. In case no such clarification is submitted by the bidders, the cost mentioned in experience certificate shall be deemed to be inclusive of GST and GST component shall be deducted from the same. The value of work arrived after deducting the GST shall only be considered for qualifying requirement as per NIT.

Client certificate for experience should show the nature of work done, the value of work, date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work. **Tenderers showing work experience certificate from non-government/non-PSU organizations should submit copy of tax deduction at sources (TDS) certificate along with a certificate issued by registered Chartered Accountant, clearly specifying the name of work, total payment received against work and TDS amount for the work.**

- (ii) Should have annualized average financial turnover of **Rs. 6,50,434.00** against works executed during last three years ending 31st March of the previous financial year. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account

Statement of the firm should be submitted along with the application. Tenderer showing continuous losses for the last three years in the balance sheet shall be summarily rejected.

- (iii) The tenderer should have minimum net worth of **Rs. 3,25,217.00** issued by certified Chartered Accountant (Performa given as per Annexure-III/page-PR-4).

**Tenderer have to submit UDIN generated documents like Balance Sheet/Turnover certificate, Working Capital Certificate (works done during last 5 financial years & works in hand), Net worth Certificate, Tax Deduction at Source (TDS) Certificate for Non-Govt. works etc. as per NIT conditions duly certified by CA and having UDIN. The documents submitted by bidders without UDIN shall not be entertained.**

Scanned copy of all the Document of Envelope-I mentioned above shall be submitted on the CPP portal.

**Refund of EMD:**

The refund of EMD to tenderers who fail to qualify in the eligibility/technical criteria, shall be initiated within 7 days of their rejection. For all tenderers who qualify and their financial bids are opened, the refund of EMD of all such tenderers except L-1 shall be processed within 7 days of opening of financial bid.

**Envelope-II: - (Financial Bid): The Financial e-Bid through CPP portal.**

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the Tenderers. Tenderers are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the Tenderers). No other cells should be changed. Once the details have been completed, the Tenderers should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

**3. Bid Submission:**

The tenderer shall submit their application only at CPP portal: **<https://etenders.gov.in/eprocure/app>**. Tenderer/Contractor are advise to follow the instruction provided in the tender document for online submission of bids. Tenderers are required to upload the digitally signed file of scanned documents as per Para2. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

4. Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
5. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <https://entenders.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered / modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with AAI.
6. **Bids Opening Process is as below:-**

**Envelope-I: (Tender processing fee, EMD, Technical bid and Pre-qualification) :**

Envelope-I containing document as per Para 2(A), (B) and (C) (uploaded by the tenders) shall be opened on date & time mentioned in CRITICAL DATA SHEET.

If the bidder has any query related to the Bid Document of the work, they should use 'Seek Clarification' on CPP portal to seek clarifications. No other means of communication in this regards shall be entertained.

If any clarification is needed from the tenderer about the deficiency in his uploaded documents in Envelope-I, he will be asked to provide it through CPP portal or email if required. The tenderer shall upload the requisite clarification/documents within time specified by AAI, failing which it shall be presumed that bidder does not have anything to submit and bid shall be evaluated accordingly.

The intimation regarding acceptance/rejection of their bid will be intimated to the tenderers through CPP portal.

**Envelope-II: (Financial Bid) :**

Envelope-II containing financial bid of the tenderers found to be meeting the technical criteria and qualifying requirements shall be opened on date & time mentioned in CRITICAL DATA SHEET. **(In case the date and time for opening of Envelope-II (Financial Bid) is required to be changed, the same shall be intimated through CPP Portal).**

7. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call off tender process at any stage without assigning any reason.
8. AAI reserves the right to disallow issue of tender document to working agencies whose performance at ongoing project(s) is below par and unusually poor and has been issued letter of restrain / Temporary /Permanent debarred by any department of AAI or Central/State Govt. Depts./PSUs/World Bank/ ADB etc. **AAI reserves the right to verify the**

credential submitted by the tenderer at any stage (before or after the award of the work). If at any stage, any information / documents submitted by the applicant is found to be incorrect / false or have some discrepancy which disqualifies the tenderer then AAI shall take the following action:

- a) **Forfeit the entire amount of EMD submitted by the firm.**
  - b) **The tenderer shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.**
- 9. Consortium /JV companies shall not be permitted.
  - 10. Purchase preference to Central Public sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
  - 11. Concessions to Indian Micro & Small Enterprises (MSEs) units registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and Handloom etc., to be given as per the provisions of Public Procurement Policy for MSEs order 2012 with up-to-date amendments, **shall not be Applicable.**

**Asst. General Manager (E-E)**  
**AAI, RVST.CAT Gwalior Airport**  
For & on behalf of Chairman, AAI